## **Multiple Permits**

Allows you to issue multiple permits while retaining like information or the option of using previously entered information.

You may issue the first permit in the Multiple group for company in the normal procedure using the issue permit screen. Move to the Multiple screen to select this newly issued permit.

Or

Multiple from any previously issued permit.

From the Multiples screen **search for a specific permit number** to reissue.

Select the permit to Multiple from.

**Do not select Original Vehicle** unless that is the only way for you to narrow the search to find the specific permit.

After selection of the permit type, move to the lower section of the screen ("**New Vehicle**") to [Select Vehicle] for this permit.

Click Proceed.

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